

# A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

Department of Highways  
Professional Services Procurement Bulletin 2013-02  
Bullitt / KY 245 / 5-8509.00

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

## **I. PROJECT DESCRIPTION**

County – Bullitt

Route – KY 245

Item No – 5-8509.00

Project Description – Widen KY 245 from I-65 (MP 6.4) eastward 1.9 miles to Bernheim Forest & entrance to Jim Beam Distilleries (MP 4.5) in Bullitt County

## **II. PROJECT INFORMATION**

Project Manager – Patrick Matheny, P.E.

User Division - Highway Design

Approximate Fee – \$500,000 (Lump Sum Fee) Final Roadway Design

Project Funding – Federal Funds (STP)

Project Length – 1.9 miles

## **III. PURPOSE AND NEED**

The purpose of this project is to provide an improved transportation facility to meet the additional traffic demand forecasted to occur and accommodate any existing or future development, and/or tourist destinations along the corridor. KY 245 leading southward from its interchange with I-65 is the major link between I-65 and the City of Bardstown, and the western entrance to the Kentucky Bourbon Trail.

## **IV. DBE REQUIREMENT**

The Consultant team shall include a DBE Participation Plan with their response to announcement. An additional page will be allowed with the project approach in the Response to Announcement to convey this plan. A maximum of 4 points will be considered in the evaluation factors for the DBE Participation Plan.

## **V. SCOPE OF WORK**

The selected consultant will be responsible for Final Roadway Design, including drainage design, right-of-way plans, construction plans, Traffic Management Plans (TMP), Signing and Striping plans, and cost estimates.

## **VI. SPECIAL INSTRUCTIONS**

The Department may retain any of the services advertised here to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

## **VII. AVAILABLE STUDIES**

- [Preferred Alternative 100 scale](#)
- [Project Traffic Forecast/Bullitt Co January 28 2011](#)
- [Support Data \(85 MB.zip file\)](#)
- [5-8509 CE Level I \(67 MB\)](#)

## **VIII. METHOD OF DESIGN**

The selected consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans.

## **IX. ENVIRONMENTAL**

Categorical Exclusion (CE) Level I was completed as part of Preliminary Engineering on May 11, 2012. The document can be found in the above list of available studies. The Department will provide any necessary additional Environmental Services.

## **X. PHOTOGRAMMETRIC SERVICES**

The Consultant will be required to field survey any additional required portions of the project.

## **XI. STRUCTURE DESIGN**

The selected consultant shall do the necessary engineering service to submit an Advanced Situation Folder(s) to the KYTC for the appropriate applicable structure(s). The structure design will be performed by the selected Consultant. Prequalification in the area of structure design is required to be identified in the Consultant's Response to Announcement.

## **XII. GEOTECHNICAL SERVICES**

The Department will provide all Geotechnical Services required for this project.

## **XIII. TRAFFIC**

Existing hourly traffic counts, traffic projections, Intersection turning movements, and related information will be provided by the Department. Refer to the Forecast dated December, 2010 from KYTC.

#### **XIV. UTILITY DESIGN**

The Department will be responsible for estimating Utility costs based on plans provided by the consultant. The Department will send project location maps to all potential Bullitt County utility contacts to determine whether they may have existing utilities within these project limits. The Department will develop the utility contact list. Facility atlas maps received for this project will be provided to the selected consultant. All utilities including aerial carriers shall be field-verified by the consultant. Sized and types of underground and aerial utilities shall be identified on the roadway plans. Plans shall be provided by the consultant in both .pdf and .dgn format. These will be distributed by the Department to utility representatives for review and comment.

The Department will authorize Subsurface Utility Engineering (SUE) work to field-locate utilities as needed. Horizontal and vertical location of existing utilities shown on Final Roadway Design plans shall be adjusted by the consultant as necessary to reflect actual SUE results.

#### **XV. RIGHT-OF-WAY**

The Department will be responsible for estimating Right-of-Way costs based on plans provided by the consultant. The selected consultant shall identify property owners and perform deed research within the project limits. Property owner information shall be shown on the plans along with existing Right-of-Way and property lines. Right-of-Way plans shall be developed for each alignment alternative with Summary Sheets and Strip Maps showing all areas of taking for the Right-of-Way and Drainage Inspection. Final Right-of-Way plans shall be furnished according to the Project Schedule.

#### **XVI. PREQUALIFICATION REQUIREMENTS**

To respond to this project, the consultant project team must be prequalified in the following areas by the date of this advertisement.

##### **ROADWAY DESIGN**

- Rural Roadway Design
- Surveying

##### **STRUCTURE DESIGN**

- Structure Design – Spans Under 500'

##### **TRAFFIC ENGINEERING**

- Traffic Engineering Services

#### **XVII. PROCUREMENT SCHEDULE**

Dates other than Response Date are tentative and provided for information only.

RESPONSE DATE • September 10, 2012 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • September 17, 2012

SECOND SELECTION COMMITTEE • October 1, 2012

PRE-DESIGN CONFERENCE • October 15, 2012

TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL • November 5, 2012

CONTRACT NEGOTIATIONS • November 19, 2012

NOTICE TO PROCEED • January 7, 2013

#### **XVIII. PROJECT SCHEDULE**

JOINT AND DRAINAGE INSPECTION • July, 2013

RIGHT-OF-WAY INFORMATIONAL MEETING • October, 2013

SUBMIT FINAL RIGHT-OF-WAY PLANS • December, 2013

FINAL PLANS & CONSTRUCTION REVIEW • May, 2014

CHECK PRINT SUBMITTAL • November, 2014

FINAL PLANS AND SPECS • March, 2015

#### **XIX. EVALUATION FACTORS**

Consultants will be evaluated by the selection committee based on the following, weighted factors:

1. Relative experience of consultant personnel assigned to project team with highway projects for KYTC and/or federal, local or other state governmental agencies. (15 points)
2. Capacity to comply with project schedule. (15 points)
3. Past record of performance on project of similar type and complexity. (15 points)
4. Project approach and proposed procedures to accomplish the services for the project. (15 points)
5. DBE Participation Plan. (4 points)
6. Consultant's offices where work is to be performed. (2 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

#### **XX. SELECTION COMMITTEE MEMBERS**

1. Pat Matheny, P.E., User Division
2. Kevin Martin, P.E., User Division
3. Rachel Mills, P.E., Secretary's Pool
4. Diana Radcliffe, P.E., Secretary's Pool
5. Brad Rister, P.E., Governor's Pool

